

STATE OF HAWAII
DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
INFORMATION AND COMMUNICATION SERVICES DIVISION

HONOLULU, HAWAII

August 26, 1999

ADDENDUM 7

TO

RFP NO. ICS-FY-99-052

SERVICES TO DEVELOP AND IMPLEMENT A REPLACEMENT
LAND COURT AND REGULAR AUTOMATED TRACKING SYSTEM
FOR THE STATE OF HAWAII

The following changes are hereby made:

1. Replace page 8 (Final July 23, 1999). The following change has been made to the Significant Dates:
 - a. The deadline for Best and Final Offer Due is changed to 10:00 a.m., September 10, 1999.
2. Replace Section 2.9.4.7, Price, page 15 (Final: May 3, 1999) with the attached page 15 (Final: August 25, 1999). This amendment will correct the language to clear the confusion regarding the rates information required and travel expenses which must be included in the price.
3. Replace Appendix G, Addendum Log.


for Lester M. Nakamura, Administrator
Information and Communication Services Division

2 **PROPOSAL PREPARATION**

2.3 **SIGNIFICANT DATES**

All time is shown as Hawaiian Standard Time, (HST)

Advertisement of RFP and Proposal Pick-up	April 5, 1999
Optional Site Visit	April 6 to May 18, 1999
Deadline for Written Inquiries; 10:00 a.m.	April 19, 1999
Deadline for Request to Utilize Another Methodology	April 19, 1999
Deadline for Letter of Intent; 10:00 a.m.	April 21, 1999
Response to Offerors' Written Inquiries	May 5, 1999
Deadline for a Additional Written Inquiries	May 7, 1999
Response to Offerors' Additional Written Inquiries	May 12, 1999
Deadline for a Next Additional Written Inquiries	May 14, 1999
Response to Offerors' Additional Written Inquiries	May 19, 1999
Proposal Due; 10:00 a.m.	May 28, 1999
Compliance Review for Proposals	June 1, to June 9, 1999
Notices of Compliance Qualification or Disqualification Mailed	June 10, 1999
Selection of Priority Listed Offerors	August 6, 1999
Discussions (if any) with Priority Listed Offerors	August 16, 1999 to August 27, 1999
Best and Final Offer Due; 10:00 a.m.	September 10, 1999
Contractor Selection	October 1, 1999
Estimated Date of Contract Issuance	October 15, 1999
Estimated Start Date	November 1, 1999
Work Plan Presentation for PART 1	November 18, 1999
Work Plan Presentation for PART 2	November 19, 1999
Final Work Plan Submission for PART 1	November 29, 1999
Final Work Plan Submission for PART 2	November 30, 1999
Estimated Initial Contract Period for Part1 Tasks 1-6	October 15, 1999 to June 15, 2000
Estimated Completion Date all Work	March 31, 2001
Estimated Completion: Post Implementation Support	March 31, 2005

300279

2 PROPOSAL PREPARATION

to this project and demonstrate the Offeror's qualifications and experience, including customer name, brief description of the project, time period of the project and the computer environment used.

- b. Included in Attachment C, OFFEROR'S FINANCIALS, of the Proposal shall be the financial statements for the Offeror, preferably audited, for the previous three years. If this data is unaudited, copies of filed tax returns must be provided. As with trade secrets or other proprietary data, an Offeror may request in writing that the financial information to be kept confidential. Otherwise, contents of all proposals shall be made public as provided in section 3-122-58 after all parties sign a contract.
- c. Identification of litigation currently impacting the Offeror, if any.
- d. Included in Attachment D, OFFEROR'S REFERENCES, of the Proposal shall be at least three (3) recent client references. These are to include the name of the client organization; name, title, and telephone number of the contact person; date, duration and brief description of work performed for the client. By listing the references, Offeror grants the State authorization to contact these client references.
- e. Included in Attachment G, OFFEROR'S TAX CLEARANCE, of the Proposal shall be an original or certified copy of a tax clearance issued by the Hawaii State Department of Taxation (DOTAX) and the Internal Revenue Service (IRS). Must be submitted with the Proposal. The tax clearance shall be obtained on the two-part Tax Clearance Application (Form A-6) that combines DOTAX and IRS tax clearances. Please refer to the attached tax clearance packet for the forms, Appendix A, TAX CLEARANCE PACKET.

Tax clearance submitted with a sealed offer must be valid on the solicitation legal ad date or any date thereafter up to the Proposal due date. A valid tax clearance received with an offer will remain valid for the contract award.

2.9.4.7 Price

Offerors shall propose and identify a price as required in this section. This price will be inclusive of all federal, state and local taxes. Include in the Proposal all travel to and from the Continental U.S., and living expenses, if any, required for completion of the project.

The Proposal shall also indicate hourly costs for each of the personnel assigned to the project which shall be contained in a separate part of the price section of each proposal, and shall not be included as part of the price bid for the solution proposed.

The price section of proposals is divided into two parts. One part (Part 1) will address all requirements and tasks defined in this RFP excluding Task 12 Section 3.10.12 (Task i, referenced in this section), Load Back Microfilm Images. The second part (Part 2) will address only Task 12 Section 3.10.12, Load Back Microfilm Images (Task i, referenced in this section). Offerors are permitted to submit offers for either part or both parts. The format of this section shall contain the following:

300280

APPENDIX G

ADDENDUM LOG

The following Addenda have been issued:

<u>Addendum-id</u>	<u>Addendum Title</u>	<u>Issue Date</u>
Addendum 1	Clarifications, Reply to Offeror's Written Inquiries	May 5, 1999
Addendum 2	Reply to Offeror's Additional Written Inquiries	May 12, 1999
Addendum 3	Change to Significant Dates And Reply to (more) Offeror's Written Inquiries	May 19, 1999
Addendum 4	Correct Compliance Review, Substantive Review Scoring, And Transmittal Letter Sample	June 7, 1999
Addendum 5	Change to Significant Dates	June 23, 1999
Addendum 6	Change to Significant Dates And Notice of Consolidated Server	July 23, 1999
Addendum 7	Change to Significant Dates and Correct RFP Price Language	August 26, 1999

End-of-log-entries.

300281